

FOR IMMEDIATE RELEASE

August 21, 2012

Petitions to Run for
Decatur City Council

DECATUR – Petitions for persons interested in running for three seats on the Decatur City Council will be available in the City Clerk's Office, 3rd floor of the Decatur Civic Center, beginning Tuesday, August 28, 2012 for the upcoming election to be held on April 9, 2013.

The petitions will also be available on the City of Decatur's web site at www.decaturil.gov beginning Tuesday, August 28, 2012.

Council candidates must be United States citizens, registered voters, age 18 or older and must reside within the city limits for one year preceding the election. Nominating petitions may be filed in the office of the City Clerk beginning at 8:00 a.m. Monday, November 19 through 5:00 p.m. Monday, November 26, 2012.

Three four-year council terms will be up for election and petitions must contain the signatures of 108 registered voters. Candidates must also file a Statement of Economic Interest with the Macon County Clerk and must submit the receipt from that filing to the City Clerk when petitions are filed. Candidate's names will be placed on the ballot in the order of time of filing.

A city council primary will be held if more than 12 people file to run for the council seats.

Contact Linda M. Swartz at 424-2708 for more information.

CONSOLIDATED PRIMARY ELECTION

PRIMARY ELECTION NOMINATION PAPERS FILED BY A CANDIDATE CONSIST OF:

- ✓ Statement of Candidacy
- ✓ Nominating Petition Sheets
- ✓ Receipt For Filing A Statement of Economic Interests. (The statement itself is filed with the County Clerk of the county in which the PRINCIPAL OFFICE of the unit of local government with which the person is associated is located.)
- ✓ Loyalty Oath (optional)

NOTE: Nomination papers for new political parties must include a full slate of candidates and a certificate stating the names and addresses of party officers authorized to fill vacancies in nomination. Petitions to form a new political party in a municipality divided into wards or districts in which officers are elected both from the wards or districts and at-large must consist of separate components for each ward or district. Consult either legal counsel or the State Board of Elections for requirements regarding component petitions.

Petition sheets may be circulated no more than 90 days preceding the last day provided for the filing of such petitions.

NON-PARTISAN CANDIDATES

Some Non Partisan Municipal offices are nominated in a Primary Election.

STATEMENT OF CANDIDACY**NONPARTISAN**

NAME	ADDRESS-ZIP CODE	OFFICE	CITY, VILLAGE OR SPECIAL DISTRICT

If required pursuant to 10 ILCS 5/10-5.1, complete the following (this information will appear on the ballot)

FORMERLY KNOWN AS _____ UNTIL NAME CHANGED ON _____
 (List all names during last 3 years) (List date of each name change)

STATE OF ILLINOIS)
) SS.
 County of _____)

I, _____ being first duly sworn (or affirmed), say that I reside at _____, in the City, Village, Unincorporated Area (circle one) of _____ (if unincorporated, list municipality that provides postal service) Zip Code _____, in the County of _____, State of Illinois; that I am a qualified voter therein, that I am a candidate for Nomination/Election to the office of _____ in the _____
 Name of City, Village or Special District

to be voted upon at the election to be held on _____ (date of election) and that I am legally qualified to hold such office and that I have filed (or I will file before the close of the petition filing period) a Statement of Economic Interests as required by the Illinois Governmental Ethics Act and I hereby request that my name be printed upon the official ballot for Nomination/Election to such office.

 (Signature of Candidate)

Signed and sworn to (or affirmed) by _____ before me, on _____.
 (Name of Candidate) (insert month, day, year)

(SEAL)

 (Notary Public's Signature)

**CONSOLIDATED PRIMARY PETITION
(NONPARTISAN – MUNICIPALITY OTHER THAN COMMISSION FORM)**

We, the undersigned, qualified voters in the _____ of _____ in the County of _____ and State of Illinois, and residing at the places set opposite our respective names, do hereby petition that the name of _____, who resides at _____ in the City, Town or Village of _____ Zip Code _____ County of _____ State of Illinois, be placed upon the ballot as a candidate for nomination for the office of _____ full term or vacancy (circle one) at the Consolidated Primary election to be held on _____ (date of primary election); provided that no primary election is required, the candidate's name will appear on the ballot at the Consolidated Election for election to said office and term.

If required pursuant to 10 ILCS 5/10-5.1, complete the following (this information will appear on the ballot)

FORMERLY KNOWN AS _____ UNTIL NAME CHANGED ON _____
(List all names during last 3 years) (List date of each name change)

NAME (VOTER'S SIGNATURE)	STREET ADDRESS OR RR NUMBER	CITY, TOWN OR VILLAGE	COUNTY
1			IL
2			IL
3			IL
4			IL
5			IL
6			IL
7			IL
8			IL
9			IL
10			IL
11			IL
12			IL
13			IL
14			IL
15			IL

State of _____)
County of _____) SS.

I, _____ do hereby certify that I reside at _____,
(Circulator's Name) (Street Address)

in the _____ of _____, _____,
(City/Village/Unincorporated Area) (if unincorporated, list municipality that provides postal service) (Zip Code)

County of _____, State of _____ that I am 18 years of age or older, that I am a citizen of the United States, and that the signatures on this sheet were signed in my presence, not more than 90 days preceding the last day for filing of the petitions and are genuine and that to the best of my knowledge and belief the persons so signing were at the time of signing the petition registered voters of the political division in which the candidate is seeking elective office, and that their respective residences are correctly stated, as above set forth.

(Circulator's Signature)

Signed and sworn to (or affirmed) by _____ before me, on _____.
(Name of Circulator) (insert month, day, year)

(Notary Public's Signature)

(SEAL)

SHEET NO. _____

**CONSOLIDATED PRIMARY PETITION
(NONPARTISAN – MUNICIPALITY OTHER THAN COMMISSION FORM)**

We, the undersigned, qualified voters in the _____ of _____ in the County of _____ and State of Illinois, and residing at the places set opposite our respective names, do hereby petition that the name of _____, who resides at _____ in the City, Town or Village of _____ Zip Code _____ County of _____ State of Illinois, be placed upon the ballot as a candidate for nomination for the office of _____ full term or vacancy (circle one) at the Consolidated Primary election to be held on _____ (date of primary election); provided that no primary election is required, the candidate's name will appear on the ballot at the Consolidated Election for election to said office and term.

If required pursuant to 10 ILCS 5/10-5.1, complete the following (this information will appear on the ballot)

FORMERLY KNOWN AS _____ UNTIL NAME CHANGED ON _____
(List all names during last 3 years) (List date of each name change)

NAME (VOTER'S SIGNATURE)	STREET ADDRESS OR RR NUMBER	CITY, TOWN OR VILLAGE	COUNTY
1			IL
2			IL
3			IL
4			IL
5			IL
6			IL
7			IL
8			IL
9			IL
10			IL
11			IL
12			IL
13			IL
14			IL
15			IL

State of _____)
County of _____) SS.

I, _____ do hereby certify that I reside at _____,
(Circulator's Name) (Street Address)

in the _____ of _____, _____,
(City/Village/Unincorporated Area) (if unincorporated, list municipality that provides postal service) (Zip Code)

County of _____, State of _____ that I am 18 years of age or older, that I am a citizen of the United States, and that the signatures on this sheet were signed in my presence, not more than 90 days preceding the last day for filing of the petitions and are genuine and that to the best of my knowledge and belief the persons so signing were at the time of signing the petition registered voters of the political division in which the candidate is seeking elective office, and that their respective residences are correctly stated, as above set forth.

(Circulator's Signature)

Signed and sworn to (or affirmed) by _____ before me, on _____.
(Name of Circulator) (insert month, day, year)

(Notary Public's Signature)

(SEAL)

SHEET NO. _____

**CONSOLIDATED PRIMARY PETITION
(NONPARTISAN – MUNICIPALITY OTHER THAN COMMISSION FORM)**

We, the undersigned, qualified voters in the _____ of _____ in the County of _____ and State of Illinois, and residing at the places set opposite our respective names, do hereby petition that the name of _____, who resides at _____ in the City, Town or Village of _____ Zip Code _____ County of _____ State of Illinois, be placed upon the ballot as a candidate for nomination for the office of _____ full term or vacancy (circle one) at the Consolidated Primary election to be held on _____ (date of primary election); provided that no primary election is required, the candidate's name will appear on the ballot at the Consolidated Election for election to said office and term.

If required pursuant to 10 ILCS 5/10-5.1, complete the following (this information will appear on the ballot)

FORMERLY KNOWN AS _____ UNTIL NAME CHANGED ON _____
(List all names during last 3 years) (List date of each name change)

NAME (VOTER'S SIGNATURE)	STREET ADDRESS OR RR NUMBER	CITY, TOWN OR VILLAGE	COUNTY
1			IL
2			IL
3			IL
4			IL
5			IL
6			IL
7			IL
8			IL
9			IL
10			IL
11			IL
12			IL
13			IL
14			IL
15			IL

State of _____)
County of _____) SS.

I, _____ do hereby certify that I reside at _____,
(Circulator's Name) (Street Address)

in the _____ of _____, _____,
(City/Village/Unincorporated Area) (if unincorporated, list municipality that provides postal service) (Zip Code)

County of _____, State of _____ that I am 18 years of age or older, that I am a citizen of the United States, and that the signatures on this sheet were signed in my presence, not more than 90 days preceding the last day for filing of the petitions and are genuine and that to the best of my knowledge and belief the persons so signing were at the time of signing the petition registered voters of the political division in which the candidate is seeking elective office, and that their respective residences are correctly stated, as above set forth.

(Circulator's Signature)

Signed and sworn to (or affirmed) by _____ before me, on _____.
(Name of Circulator) (insert month, day, year)

(Notary Public's Signature)

(SEAL)

SHEET NO. _____

**CONSOLIDATED PRIMARY PETITION
(NONPARTISAN – MUNICIPALITY OTHER THAN COMMISSION FORM)**

We, the undersigned, qualified voters in the _____ of _____ in the County of _____ and State of Illinois, and residing at the places set opposite our respective names, do hereby petition that the name of _____, who resides at _____ in the City, Town or Village of _____ Zip Code _____ County of _____ State of Illinois, be placed upon the ballot as a candidate for nomination for the office of _____ full term or vacancy (circle one) at the Consolidated Primary election to be held on _____ (date of primary election); provided that no primary election is required, the candidate's name will appear on the ballot at the Consolidated Election for election to said office and term.

If required pursuant to 10 ILCS 5/10-5.1, complete the following (this information will appear on the ballot)

FORMERLY KNOWN AS _____ UNTIL NAME CHANGED ON _____
(List all names during last 3 years) (List date of each name change)

NAME (VOTER'S SIGNATURE)	STREET ADDRESS OR RR NUMBER	CITY, TOWN OR VILLAGE	COUNTY
1			IL
2			IL
3			IL
4			IL
5			IL
6			IL
7			IL
8			IL
9			IL
10			IL
11			IL
12			IL
13			IL
14			IL
15			IL

State of _____)
County of _____) SS.

I, _____ do hereby certify that I reside at _____,
(Circulator's Name) (Street Address)

in the _____ of _____, _____,
(City/Village/Unincorporated Area) (if unincorporated, list municipality that provides postal service) (Zip Code)

County of _____, State of _____ that I am 18 years of age or older, that I am a citizen of the United States, and that the signatures on this sheet were signed in my presence, not more than 90 days preceding the last day for filing of the petitions and are genuine and that to the best of my knowledge and belief the persons so signing were at the time of signing the petition registered voters of the political division in which the candidate is seeking elective office, and that their respective residences are correctly stated, as above set forth.

(Circulator's Signature)

Signed and sworn to (or affirmed) by _____ before me, on _____.
(Name of Circulator) (insert month, day, year)

(Notary Public's Signature)

(SEAL)

SHEET NO. _____

**CONSOLIDATED PRIMARY PETITION
(NONPARTISAN – MUNICIPALITY OTHER THAN COMMISSION FORM)**

We, the undersigned, qualified voters in the _____ of _____ in the County of _____ and State of Illinois, and residing at the places set opposite our respective names, do hereby petition that the name of _____, who resides at _____ in the City, Town or Village of _____ Zip Code _____ County of _____ State of Illinois, be placed upon the ballot as a candidate for nomination for the office of _____ full term or vacancy (circle one) at the Consolidated Primary election to be held on _____ (date of primary election); provided that no primary election is required, the candidate's name will appear on the ballot at the Consolidated Election for election to said office and term.

If required pursuant to 10 ILCS 5/10-5.1, complete the following (this information will appear on the ballot)

FORMERLY KNOWN AS _____ UNTIL NAME CHANGED ON _____
(List all names during last 3 years) (List date of each name change)

NAME (VOTER'S SIGNATURE)	STREET ADDRESS OR RR NUMBER	CITY, TOWN OR VILLAGE	COUNTY
1			IL
2			IL
3			IL
4			IL
5			IL
6			IL
7			IL
8			IL
9			IL
10			IL
11			IL
12			IL
13			IL
14			IL
15			IL

State of _____)
County of _____) SS.

I, _____ do hereby certify that I reside at _____,
(Circulator's Name) (Street Address)

in the _____ of _____, _____,
(City/Village/Unincorporated Area) (if unincorporated, list municipality that provides postal service) (Zip Code)

County of _____, State of _____ that I am 18 years of age or older, that I am a citizen of the United States, and that the signatures on this sheet were signed in my presence, not more than 90 days preceding the last day for filing of the petitions and are genuine and that to the best of my knowledge and belief the persons so signing were at the time of signing the petition registered voters of the political division in which the candidate is seeking elective office, and that their respective residences are correctly stated, as above set forth.

(Circulator's Signature)

Signed and sworn to (or affirmed) by _____ before me, on _____.
(Name of Circulator) (insert month, day, year)

(Notary Public's Signature)

(SEAL)

SHEET NO. _____

**CONSOLIDATED PRIMARY PETITION
(NONPARTISAN – MUNICIPALITY OTHER THAN COMMISSION FORM)**

We, the undersigned, qualified voters in the _____ of _____ in the County of _____ and State of Illinois, and residing at the places set opposite our respective names, do hereby petition that the name of _____, who resides at _____ in the City, Town or Village of _____ Zip Code _____ County of _____ State of Illinois, be placed upon the ballot as a candidate for nomination for the office of _____ full term or vacancy (circle one) at the Consolidated Primary election to be held on _____ (date of primary election); provided that no primary election is required, the candidate's name will appear on the ballot at the Consolidated Election for election to said office and term.

If required pursuant to 10 ILCS 5/10-5.1, complete the following (this information will appear on the ballot)

FORMERLY KNOWN AS _____ UNTIL NAME CHANGED ON _____
(List all names during last 3 years) (List date of each name change)

NAME (VOTER'S SIGNATURE)	STREET ADDRESS OR RR NUMBER	CITY, TOWN OR VILLAGE	COUNTY
1			IL
2			IL
3			IL
4			IL
5			IL
6			IL
7			IL
8			IL
9			IL
10			IL
11			IL
12			IL
13			IL
14			IL
15			IL

State of _____)
County of _____) SS.

I, _____ do hereby certify that I reside at _____,
(Circulator's Name) (Street Address)

in the _____ of _____, _____,
(City/Village/Unincorporated Area) (if unincorporated, list municipality that provides postal service) (Zip Code)

County of _____, State of _____ that I am 18 years of age or older, that I am a citizen of the United States, and that the signatures on this sheet were signed in my presence, not more than 90 days preceding the last day for filing of the petitions and are genuine and that to the best of my knowledge and belief the persons so signing were at the time of signing the petition registered voters of the political division in which the candidate is seeking elective office, and that their respective residences are correctly stated, as above set forth.

(Circulator's Signature)

Signed and sworn to (or affirmed) by _____ before me, on _____.
(Name of Circulator) (insert month, day, year)

(Notary Public's Signature)

(SEAL)

SHEET NO. _____

**CONSOLIDATED PRIMARY PETITION
(NONPARTISAN – MUNICIPALITY OTHER THAN COMMISSION FORM)**

We, the undersigned, qualified voters in the _____ of _____ in the County of _____ and State of Illinois, and residing at the places set opposite our respective names, do hereby petition that the name of _____, who resides at _____ in the City, Town or Village of _____ Zip Code _____ County of _____ State of Illinois, be placed upon the ballot as a candidate for nomination for the office of _____ full term or vacancy (circle one) at the Consolidated Primary election to be held on _____ (date of primary election); provided that no primary election is required, the candidate's name will appear on the ballot at the Consolidated Election for election to said office and term.

If required pursuant to 10 ILCS 5/10-5.1, complete the following (this information will appear on the ballot)

FORMERLY KNOWN AS _____ UNTIL NAME CHANGED ON _____
(List all names during last 3 years) (List date of each name change)

NAME (VOTER'S SIGNATURE)	STREET ADDRESS OR RR NUMBER	CITY, TOWN OR VILLAGE	COUNTY
1			IL
2			IL
3			IL
4			IL
5			IL
6			IL
7			IL
8			IL
9			IL
10			IL
11			IL
12			IL
13			IL
14			IL
15			IL

State of _____)
County of _____) SS.

I, _____ do hereby certify that I reside at _____,
(Circulator's Name) (Street Address)

in the _____ of _____, _____,
(City/Village/Unincorporated Area) (if unincorporated, list municipality that provides postal service) (Zip Code)

County of _____, State of _____ that I am 18 years of age or older, that I am a citizen of the United States, and that the signatures on this sheet were signed in my presence, not more than 90 days preceding the last day for filing of the petitions and are genuine and that to the best of my knowledge and belief the persons so signing were at the time of signing the petition registered voters of the political division in which the candidate is seeking elective office, and that their respective residences are correctly stated, as above set forth.

(Circulator's Signature)

Signed and sworn to (or affirmed) by _____ before me, on _____.
(Name of Circulator) (insert month, day, year)

(Notary Public's Signature)

(SEAL)

SHEET NO. _____

**CONSOLIDATED PRIMARY PETITION
(NONPARTISAN – MUNICIPALITY OTHER THAN COMMISSION FORM)**

We, the undersigned, qualified voters in the _____ of _____ in the County of _____ and State of Illinois, and residing at the places set opposite our respective names, do hereby petition that the name of _____, who resides at _____ in the City, Town or Village of _____ Zip Code _____ County of _____ State of Illinois, be placed upon the ballot as a candidate for nomination for the office of _____ full term or vacancy (circle one) at the Consolidated Primary election to be held on _____ (date of primary election); provided that no primary election is required, the candidate's name will appear on the ballot at the Consolidated Election for election to said office and term.

If required pursuant to 10 ILCS 5/10-5.1, complete the following (this information will appear on the ballot)

FORMERLY KNOWN AS _____ UNTIL NAME CHANGED ON _____
(List all names during last 3 years) (List date of each name change)

NAME (VOTER'S SIGNATURE)	STREET ADDRESS OR RR NUMBER	CITY, TOWN OR VILLAGE	COUNTY
1			IL
2			IL
3			IL
4			IL
5			IL
6			IL
7			IL
8			IL
9			IL
10			IL
11			IL
12			IL
13			IL
14			IL
15			IL

State of _____)
County of _____) SS.

I, _____ do hereby certify that I reside at _____,
(Circulator's Name) (Street Address)

in the _____ of _____, _____,
(City/Village/Unincorporated Area) (if unincorporated, list municipality that provides postal service) (Zip Code)

County of _____, State of _____ that I am 18 years of age or older, that I am a citizen of the United States, and that the signatures on this sheet were signed in my presence, not more than 90 days preceding the last day for filing of the petitions and are genuine and that to the best of my knowledge and belief the persons so signing were at the time of signing the petition registered voters of the political division in which the candidate is seeking elective office, and that their respective residences are correctly stated, as above set forth.

(Circulator's Signature)

Signed and sworn to (or affirmed) by _____ before me, on _____.
(Name of Circulator) (insert month, day, year)

(Notary Public's Signature)

(SEAL)

SHEET NO. _____

Notice To Candidates Who Have Changed Names Within The Last Three Years

P.A. 94-1090, Effective June 1, 2007 amended 10 ILCS 5/7-10.2, 10 ILCS 5/8-8.1 and 10 ILCS 5/10-5.1 to add the following requirement:

If a candidate has changed his or her name, whether by a statutory or common law procedure in Illinois or any other jurisdiction, within 3 years before the last day for filing the petition or certificate for that office, whichever is applicable, then (i) the candidate's name on the petition or certificate must be followed by "formerly known as (list all prior names during the 3-year period) until name changed on (list date of each such name change)" and (ii) the petition or certificate must be accompanied by the candidate's affidavit stating the candidate's previous names during the period specified in (i) and the date or dates each of those names was changed; failure to meet these requirements shall be grounds for denying certification of the candidate's name for the ballot or removing the candidate's name from the ballot, as appropriate, but these requirements do not apply to name changes resulting from adoption to assume an adoptive parent's or parents' surname, marriage to assume a spouse's surname, or dissolution of marriage or declaration of invalidity of marriage to assume a former surname.

Pursuant to P.A. 94-1090 and 10 ILCS 5/16-3, said information shall appear on the ballot along with the candidate's current name.

ATTACH TO PETITION

10 ILCS 5/7-10.1

Suggested
Revised July, 2004
SBE No. P-1C

LOYALTY OATH
(OPTIONAL)

United States of America)
)
State of Illinois) SS.

I, _____, do swear (or affirm) that I am a citizen of the United States and the State of Illinois, that I am not affiliated directly or indirectly with any communist organization or any communist front organization, or any foreign political agency, party, organization or government which advocates the overthrow of constitutional government by force or other means not permitted under the Constitution of the United States or the Constitution of this State; that I do not directly or indirectly teach or advocate the overthrow of the government of the United States or of this State or any unlawful change in the form of the governments thereof by force or any unlawful means.

(Signature of Candidate)

Signed and sworn to (or affirmed) by _____ before me,
(Name of Candidate)

on _____.
(insert month, day, year)

(Notary Public's Signature)

(SEAL)

Amended 7/26/12

State of Illinois

CANDIDATE'S GUIDE

2013



Issued by
the
STATE BOARD OF ELECTIONS

AMENDMENTS

7/26/12

Page 34 &35: Assessor Qualification Requirements changed.

Page 53: Terms of office changed for Lincolnland Community College Trustees.

PREFACE

This *Candidate's Guide for 2013* has been prepared to provide information for candidates seeking office at the local level in 2013. It includes a listing of offices nominated or elected at the Consolidated Primary Election on February 26 and at the Consolidated Election on April 9. Filing dates and the general requirements for filing are included. Also included is a section that provides answers to some of the more frequently asked questions about nominating petitions and procedures.

All citations contained herein refer to the Illinois Election Code [10 ILCS 5/1-1 *et seq.*, as amended] or as otherwise indicated. New legislation and court decisions made after August 24, 2012, are not included in this guide. **Please visit the State Board of Elections' website periodically for any changes/amendments to this publication.** Website is: www.elections.il.gov.

Legal information contained in this guide, however, is not binding and should not be construed as sufficient argument in response to an objection to any candidate's nominating papers. The State Board of Elections recommends that all prospective candidates consult with competent legal counsel when preparing their nomination papers.

For additional information, we advise that you contact your county clerk, your local election official (municipal clerk, township clerk, road district clerk, park district secretary, school board secretary, etc.), or the State Board of Elections in Springfield (217/782-4141) or Chicago (312/814-6440). Website is: www.elections.il.gov.

ILLINOIS STATE BOARD OF ELECTIONS

TABLE OF CONTENTS

Consolidated Primary.....	i
Consolidated Election	iii
Filing Periods.....	iv
Established Party, New Party, Independent, Nonpartisan Filings	
Established Political Party Candidates.....	1
Caucus Nominations	2
New Political Party Candidates.....	3
Independent Candidates	5
Nonpartisan Candidates	7
Write-In Candidate Procedures.....	8
Requirements for Filing Nominating Papers	
General Information.....	10
Nominating Petition Sheets	12
Statement of Candidacy	17
Receipt for Filing Statement of Economic Interests	18
Loyalty Oath	19
Campaign Disclosure (Notice of Obligation)	19
Improper Use of Public Funds	19
Fair Campaign Practices	20
Units of Local Government Conducting Elections in 2013	
Municipal	21
Commission Form.....	21
Mayor-Alderman	23
President-Trustee	23
Council-Manager.....	28
Township.....	31
Township/Multi-township Assessment District	34
Road District.....	36
Park District.....	38
Public Library District.....	40
Library-Municipal	
Township	41
Regional Board of School Trustees	
(Educational Service Region).....	43
School-Board of Education	45
School Director.....	47
Township Land Commissioner	
(Counties under 220,000 population)	47
Township Trustees of Schools (Cook County)	49
Board of Education	
(Article 33, School Code)	51
Community College District	52
Fire Protection District	54
Fox Waterway Agency (McHenry and Lake Counties).....	55
Forest Preserve District	57
Springfield Metropolitan Exposition and Auditorium Authority	58
Objections to Nominating Petitions.....	59
Frequently Asked Questions	61
Forms	64

CONSOLIDATED PRIMARY

Last Tuesday in February

February 26, 2013

[10 ILCS 5/2A-1.1(b)]

ESTABLISHED POLITICAL PARTY OFFICERS TO BE NOMINATED

MUNICIPAL *-- over 5,000 population and/or Special Charter

Mayor or President

Clerk

Treasurer

Alderman or Trustee

Municipalities under 5,000 population may determine by ordinance (no later than November 15, 2012) that political parties shall nominate candidates for municipal offices by primary. [10 ILCS 5/7-1(b)]

Villages that have nominated and elected candidates for president and trustees in partisan elections prior to January 1, 1992, may continue to hold partisan elections without conducting a referendum. [65 ILCS 5/3.1-25-20]

TOWNSHIPS in Cook County**

TOWNSHIPS and MULTI-TOWNSHIP ASSESSMENT DISTRICTS, with a population of more than 15,000 outside of Cook County**. Townships over 5000 population coterminous or wholly within cities/villages not under commission from of government.

Supervisor

Clerk

Assessor, Multi-township Assessor

Highway Commissioner

Collector (if elected) ***

Trustees

** Townships may conduct a primary if the township central committee approves by November 15, 2012. [60 ILCS 1/45-55]

*** Counties having township organization with a population of over 100,000, except in Cook County, may conduct a referendum to discontinue the office of Collector. [60 ILCS 1/50-30]

**NONPARTISAN
OFFICERS TO BE NOMINATED**

MUNICIPAL -- Council-Manager form (councilmen at-large and from districts)

Mayor or President

Treasurer (Council-Manager form only)

Council Members or Trustees or Commissioners

A village may conduct a nonpartisan primary by referendum. (Municipalities incorporated after May 13, 1993 are non-partisan unless they adopt the partisan format)
[65 ILCS 5/3.1-25-60]

**NONPARTISAN
OFFICERS TO BE ELECTED**

MUNICIPAL -- Special Election * – City of Chicago Aldermen, if required.
[65 ILCS 5/3.1-10-51, 20/21-22 and 21-25]

*Special Election would apply if vacancy in office occurred.

CONSOLIDATED ELECTION

Second Tuesday in April

April 9, 2013

[10 ILCS 5/2A-1.1a]

ESTABLISHED POLITICAL PARTIES, INDEPENDENT AND NEW POLITICAL PARTY OFFICERS TO BE ELECTED

MUNICIPAL -- including Special Charter

Mayor or President
Clerk
Treasurer
Alderman or Trustee

TOWNSHIP --

Supervisor
Clerk
Assessor/Multi-township Assessor
Highway Commissioner
Collector* (if elected)
Trustees

*Counties having township organization, except Cook County, may conduct a referendum to discontinue the office of Collector [60ILCS 1/50-30]

NONPARTISAN OFFICERS TO BE ELECTED

**MUNICIPAL -- Council-Manager form (Councilmen at-large and from districts),
Commission form**

Mayor or President
Clerk
Treasurer (Council-Manager only)
Council Members or Commissioners or Trustees

MUNICIPAL -- City of Chicago (run-off elections if required)

[65 ILCS 20/21-26]

MUNICIPAL -- Aldermanic run-off elections, if required due to unexpired term created by a vacancy [65 ILCS 5/3.1-10-51, 20/21-22 and 21-25]

PARK DISTRICT - Commissioners, Trustees

PUBLIC LIBRARY DISTRICT - Trustees

TOWNSHIP AND MUNICIPAL LIBRARY - Trustees

REGIONAL BOARD OF SCHOOL TRUSTEES - Trustees

SCHOOL DISTRICT - Board Members, (including districts under article 33) School Directors

SCHOOL DISTRICT - Special Charter - Inspectors, Board Members

TOWNSHIP TRUSTEES OF SCHOOLS (Cook County only)

COMMUNITY COLLEGE DISTRICT - Trustees

TOWNSHIP LAND COMMISSIONERS (in counties under 220,000 population)

FIRE PROTECTION DISTRICT - Trustees

FOX WATERWAY MANAGEMENT AGENCY - Chairman, Directors:

2 Directors to be elected from Lake County; 1 Director to be elected from McHenry County

FOREST PRESERVE DISTRICT - Commissioners

ROAD DISTRICT -- Clerk, Commissioner

SPRINGFIELD METROPOLITAN EXPOSITION AND AUDITORIUM AUTHORITY - Commissioners

OTHER SPECIAL PURPOSE DISTRICTS (see applicable statutes)

FILING PERIODS

(And caucus date information)

November 19-26, 2012

Filing period for candidates seeking nomination at the **Consolidated Primary Election**, February 26, 2013. [10 ILCS 5/7-12(3), 10-6(4)]

(Petitions may NOT be circulated prior to August 28, 2012.) [10ILCS 5/10-4]

December 17-24, 2012

Filing period for candidates seeking election at the **Consolidated Election**, April 9, 2013. [10 ILCS 5/10-6(2)]

(Petitions may NOT be circulated prior to September 25, 2012.) [10ILCS 5/10-4]

In **MUNICIPALITIES** under 5,000 population, established political parties hold their caucuses on December 3, 2012, and file their certificates of nomination with the municipal clerk during the filing period, December 17-24, 2012 . [10 ILCS 5/10-1(a)]

Note: Municipalities of 5,000 or less may determine by ordinance (no later than November 15, 2012) that established political parties shall nominate candidates for municipal offices by primary election.
[10 ILCS 5/7-1 (b)]

TOWNSHIP CAUCUS – December 4, 2012 [60 ILCS 1/45-10]

MULTI-TOWNSHIP CAUCUS – December 5, 2012 [60 ILCS 1/45-25]

New political parties file nominating petitions which must include a full slate of candidates as well as a certificate stating the names and addresses of the party officers authorized to fill vacancies. (See pages 3 - 5)

Independent and **nonpartisan** candidates **must** file nominating petitions. (See pages 5 - 8.)

ESTABLISHED PARTY, NEW PARTY, INDEPENDENT AND NONPARTISAN CANDIDATE FILINGS

A. ESTABLISHED POLITICAL PARTY CANDIDATES in MUNICIPALITIES & TOWNSHIPS - NOMINATION BY PRIMARY ELECTION

1. An established political party is defined as a political party which at the election next preceding a primary for that governmental unit received more than 5% of the entire vote cast in that governmental unit.
[10 ILCS 5/7-2, 10-2]
2. A political party which, at the last election in any municipality or township in the State, polled more than 5% of the entire vote cast within such territorial area, as the case may be, has voted as a unit for the election of officers to serve the respective territorial area, is an “established political party” as to such municipality or township. [10 ILCS 5/7-2, 10-2]
3. In the 2013 elections, municipalities over 5,000 population and not governed by the commission or council-manager forms of government or municipalities that have not adopted a nonpartisan primary system fall under the provisions of Article 7 (Established Political Parties) of the Election Code. Municipalities incorporated after May 13, 1993 are non-partisan unless they adopt the partisan format. [10 ILCS 5/7-1 (*et seq*)]
4. No primary election shall be held where the name of not more than one person of a political party has filed as a candidate for the nomination for each office to be filled at an election at which no other offices are to be voted on. Primary elections are held only for contested offices.
[10 ILCS 5/7-5b]
5. Candidates of established political parties seeking nomination by primary election to municipal or township offices should follow the information contained in “Requirements for Filing Nominating Papers” beginning on page 10 in preparing their nomination papers for filing.
6. Specific qualifications for office, signature requirements and location for filing are detailed under the appropriate office listed elsewhere in this guide.
7. A candidate for whom a nomination paper has been filed as a partisan candidate at a primary election, and who is defeated for nomination, is prohibited from being listed on the ballot at the Consolidated Election as

an independent candidate, a candidate of another political party, or from filing a declaration of intent to be a write-in candidate at that Consolidated Election. [10 ILCS 5/7-61, 10-3, 17-16.1, 18-9.1]

B. CERTIFICATE OF NOMINATION BY ESTABLISHED PARTY CAUCUS IN MUNICIPALITIES WITH A POPULATION OF 5,000 OR LESS (For information about the Township Caucus procedures, see the “Township Caucus Guide for 2013)

1. Established political parties shall nominate candidates by caucus in municipalities with a population of 5,000 or less. [10 ILCS 5/7-1, 10-1] This provision does not apply to commission, council-manager forms of government, or to any municipality that has adopted a nonpartisan primary system, as candidates in these municipalities are elected on a nonpartisan basis. See page 1 for definition of “Established Political Parties. “

NOTE: Municipalities of 5,000 or less population may determine by ordinance no later than November 15, 2012, that established political parties shall nominate candidates for municipal offices by a primary election in accordance with Article 7 of the Election Code. [10 ILCS 5/7-1 (b)]

2. Caucus Date for municipalities: The municipal caucuses shall be conducted on **December 3, 2012**, the Monday immediately preceding the first day for filing caucus certificates of nomination. [10 ILCS 5/10-1(a)]
3. Only those registered voters who reside within the territory for which the nomination is made shall be permitted to vote or take part in the caucus proceedings. (See Form H-1A) [10 ILCS 5/10-1(e)]
4. No voter shall vote or take part in the proceedings of more than one caucus or meeting to make a nomination for the same municipality. (See form H-1A) [10 ILCS 5/10-1(e)]
5. The caucus may make **ONE** nomination for each office to be filled at the Consolidated Election. [10 ILCS 5/10-1(a)]
6. A Certificate of Nomination by Caucus, (Form H-2), shall be prepared to include:
 - a. the names and addresses of the candidates along with the offices to which they are nominated; and
 - b. the established party name.

7. The presiding officer and secretary of the caucus shall list their addresses and sign the Certificate of Nomination. The certificate shall be sworn to by them to be true to the best of their knowledge and belief and must be notarized. [10 ILCS 5/10-1 (a)]
8. Candidates nominated by caucus must individually provide the following documents which are filed with the caucus certificate of nomination:
 - a. a Statement of Candidacy (SBE P-1K);
 - b. a receipt for the filing of the candidate's Statement of Economic Interests. The receipt must be filed prior to the filing deadline; and
 - c. a Loyalty Oath. (The filing of the Loyalty Oath is OPTIONAL.)

(See "Requirements for Filing Nominating Papers" beginning on page 10 for more detailed information.)
9. The Certificate of Nomination along with the required individual candidate documentation shall be filed with the appropriate municipal clerk, during the regular filing period (December 17-24, 2012). [10 ILCS 5/10-1(a), 10-5]
10. Any vacancy in nomination by caucus of an established political party for a municipal office shall be filled in accordance with 10 ILCS 5/7-61.
11. A candidate who participated at a caucus and who is defeated at the caucus for nomination is ineligible to be listed as a candidate of another political party, an independent candidate, or to file a declaration of intent to be a write-in candidate at the Consolidated Election. [10 ILCS 5/7-61, 10-3, 17-16, 18-9.1]

C. NEW POLITICAL PARTY CANDIDATES

1. A political group wishing to form a new political party within a municipality must file petitions with a full slate of candidates for such political subdivision. Upon such filing, a new political party is created. That new political party remains a new political party for the election for which it filed a full slate of candidates. If the new political party receives more than 5% of the votes cast at that election, it becomes an established political party. If it does not, it ceases to exist. [10 ILCS 5/10-2]
2. The new political party petition must include a certificate (SBE Form P-8C) which includes the names and addresses of party officers authorized to fill vacancies in nomination. [10 ILCS 5/10-5, 10-7, 10-11] See #5.

3. Where a new political party petition is invalidated by an electoral board or upon judicial review or the entire new party slate withdraws, the new party officers cannot replace the entire slate of candidates on the pretext of filling vacancies in nomination. [10 ILCS 5/10-7, 10-11]
4. The new party name may not contain more than five words. Moreover, such party shall not bear the same name as, or include the name of any established party. [10 ILCS 5/10-2, 10-5]
5. Petitions for new political party candidates must include the following:
 - a. a Statement of Candidacy for each candidate;
 - b. a receipt for the filing of each candidate's Statement of Economic Interests. The receipt must be filed prior to the filing deadline; [10 ILCS 5/10-5]
 - c. a Loyalty Oath (the filing of the Loyalty Oath is OPTIONAL); and
 - d. a Certificate (SBE Form P-8C) stating the names and addresses of the party officers authorized to fill vacancies in nomination. Failing to file such certificate will not invalidate the petition, but if it is not filed, the new party will not be able to fill vacancies in nomination. (*Peoples Independent Party v. Petroff*, 191 ILL. App.3d 706, 548 N.E. 2nd 145 (5th Dist. 1989). [10 ILCS 5/10-5]

(See "Requirements for Filing Nominating Papers" beginning on page 10 for more detailed information.)

6. The new party must nominate one candidate for each office to be filled within the political subdivision (municipality, ward or district) at the Consolidated Election. In the case of group offices, the number of candidates nominated must equal the number of offices to be filled.
7. New party candidates seeking office where officers are elected from wards or districts and at-large. [10 ILCS 5/10-2]:
 - In the case of a petition to form a new political party within a municipality in which officers are to be elected from wards or districts and at-large, such petition shall consist of separate components for each ward or district from which an officer is to be elected. Each component shall be circulated only within a ward or district of the political subdivision and signed only by qualified electors who are residents of such ward or district.
 - Each sheet of such petition must contain a complete list of the names of the candidates of the party for all offices to be

filled in the political subdivision at large, but the sheets comprising each component shall also contain the names of those candidates to be elected from the particular ward or district. Each component of the petition (SBE No. P-8A) for each ward or district from which an officer is to be elected must be signed by qualified voters of the ward or district equaling a number not less than 5% of the number of voters who voted at the last regular election in such ward or district at which an officer was elected to serve the ward or district.

- The entire petition, composed of all components, must be signed by a total of qualified voters of the entire political subdivision equaling in number not less than 5% of the number of voters who voted at the last regular election in such municipality at which an officer was elected to serve the municipality at large.
8. A candidate for whom a nomination paper has been filed as a partisan candidate at a Consolidated Primary Election, and who is defeated for nomination, is prohibited from being listed on the ballot at the Consolidated Election as an independent candidate, a candidate of another political party and new party candidate or from filing a declaration of intent to be a write-in candidate at that Consolidated Election. [10 ILCS 5/7-61, 10-3, 17-16.1, 18-9.1]

D. INDEPENDENT CANDIDATES

1. Independent candidates are defined as those individuals who are not candidates of any political party, but who are candidates in an election at which party candidates may appear on the ballot. [10 ILCS 5/10-3]
2. Independent candidates should follow the information contained in “Requirements for Filing Nominating Papers” beginning on page 10 in preparing their nomination papers for filing.
3. Nomination papers must be filed in the office of the appropriate local election official or board of election commissioners during the filing period, December 17-24, 2012.
4. Signature requirements and locations for filing are detailed under the appropriate office listed elsewhere in this guide.

5. Whenever the name of an independent candidate for an office is withdrawn or an independent candidate's petition is declared invalid by an electoral board or upon judicial review, no vacancy in nomination for that office shall exist. A vacancy in nomination contemplates a political party organization to fill it; but an independent candidate is not supported by a party structure, therefore vacancies for independent candidates cannot be filled.
[10ILCS 5/10-7]
6. A partisan candidate who is defeated for nomination in the Consolidated Primary is prohibited from being listed on the ballot at the Consolidated Election as an independent candidate, a candidate of another political party and new party candidate, or from filing a declaration of intent to be a write-in candidate at that Consolidated Election.
[10 ILCS 5/7-61, 10-3, 17-16.1, 18-9.1]

E. NONPARTISAN CANDIDATES

1. The statutes governing certain units of government require that candidates file for office on a nonpartisan basis. The ballot listing such candidates shall be printed without any party designation or "Independent" designation at its head.
2. Certain governmental units require that candidates file for office on a nonpartisan basis to be elected at the Consolidated Election, April 9, 2013. These include:
 - a. Candidates for municipal office in municipalities operating under council-manager (councilmen-at-large) form of government. (A village may adopt a system of nonpartisan primary and general elections for the election of village officers as provided in 65 ILCS 5/3.1-25-20 through 3.1-25-60, and in certain home-rule municipalities who have devised governmental systems unique to them.) These candidates file for the February 26, 2013 Consolidated Primary. No primary is held for any uncontested office. Candidates for municipal office under the commission form of government file for the April 9, 2013 Consolidated Election. Municipalities incorporated after May 13, 1993 are non-partisan unless they adopt the partisan format.
 - b. Candidates for Library Trustee
 - c. Candidates for Park District Commissioner or Park Trustee
 - d. Candidates for School Board Member in districts adopting Article 33 of the School Code
 - e. Candidates for Regional Board of School Trustees
 - f. Candidates for School District Board Members, School Directors
 - g. Candidates for Township Trustees of Schools in Cook County
 - h. Candidates for Community College Trustees
 - i. Candidates for Fire Protection District Trustees
 - j. Candidates for Fox Waterway Agency Chairman and Directors
 - k. Candidates for Forest Preserve District Commissioners
 - i. Candidates for Springfield Metropolitan Exposition and Auditorium Authority
3. Nonpartisan candidates should follow the information contained in "Requirements for Filing Nominating Papers" beginning on page 10 in preparing nomination papers for filing.

4. Specific qualifications for office, signature requirements and location for filing are detailed under the appropriate office listed elsewhere in this guide.
5. Nonpartisan candidates for office who are defeated at the Consolidated Primary may not file a declaration of intent to be a write-in candidate in the Consolidated Election. [10 ILCS 5/17-16.1]

F. WRITE-IN CANDIDATE PROCEDURES

For the Consolidated Primary and Consolidated Election, a write-in candidate must file a notarized “Declaration of Intent to be a Write-In Candidate” no later than 61 days prior to the election. However, whenever an objection to a candidate’s nominating papers or petitions for any office is sustained after the 61st day before the election, the candidate may file a notarized declaration of intent to be a write-in candidate for that office with the proper election authority or authorities no later than 7 days prior to the election. The declaration must be filed with the proper election authority or authorities in those jurisdictions in which he or she is seeking to be a write-in candidate [10 ILCS 5/17-16.1]. Any candidate who is required to file a certificate of qualifications (assessor, multi-township assessor) to participate as a candidate should file such certificate with the declaration of intent form [35 ILCS 200/2-45(b)].

Write-in candidates are not nominated for an office at the Consolidated Primary unless the number of votes received equals or exceeds the number of signatures required on a nominating petition for that office; or unless the number of votes received exceeds the number of votes received by at least one of the candidates whose name was printed on the Consolidated Primary ballot for that office; or unless the number of candidates whose names appear on the ballot equals or exceeds the number of persons the party is entitled to nominate to that office. [10 ILCS 5/7-59(c)]

For nonpartisan municipal primaries if the name of only one candidate for a particular office appeared on the primary ballot, the name of the person having the largest number of write-in votes shall not be placed upon the ballot at the general municipal election unless the number of votes received in the primary election by that person was at least 10% of the number of votes received by the candidate for the same office whose name appeared on the primary ballot. [65 ILCS 5/3.1-25-40 (b)]

Within five days following the completion of the canvass of results for the Consolidated Primary Election or prior to taking office after the Consolidated Election, write-in candidates who are declared nominated or elected must file a Statement of Candidacy and a receipt for the filing of the Statement of Economic Interests. The filing of a Loyalty Oath form is optional. [10 ILCS 5/7-60.1] Any necessary qualification certificate that may be required for a particular office must also be filed. The winning write-in candidates should be notified of these requirements by the election authority.

Upon the filing of the necessary documents following the Consolidated Election, the election authority shall issue a certificate of election to the write-in winners, upon their application. [10 ILCS 5/22-18]

If the nomination for any office in the Consolidated Primary is uncontested, an individual seeking to be a write-in candidate must file a declaration of intent to be a write-in candidate on or before the date of certification, December 27, 2012, which is 61 days prior to the Consolidated Primary. The declaration must be filed with the appropriate office with whom nomination papers for such office are filed. [10 ILCS 5/7-5(d), 5/7-13.1]

REQUIREMENTS FOR FILING NOMINATING PAPERS

A. GENERAL FILING REQUIREMENTS

1. Candidates are strongly advised to obtain legal counsel regarding their qualifications for office, the proper method for completing the petition forms for a specific office, the minimum and maximum number of signatures required, the qualifications of the signers and circulators, etc.

NOTE: For number of signatures - candidates should contact the election authority or the local election official who is responsible for receiving the filing of the petition for nomination and/or election to office for further information as to the specific number of signatures required on a nominating petition for a specific office (or for the data needed to calculate that number).

2. Candidates in jurisdictions using the partisan format may file for office in the following manner:
 - a. as a candidate of an established political party;
 - b. as a candidate of a new political party;
 - c. as an independent candidate;
3. Candidates must file on a non-partisan basis in units of government where it is required that all candidates file on a nonpartisan basis. (See pages 6 and 8.)
4. Candidates must file the following papers, except as noted:
 - a. Statement of Candidacy;
 - b. Receipt for the filing of a Statement of Economic Interests;
 - c. Loyalty Oath (the filing of the Loyalty Oath is OPTIONAL);
 - d. Certificate of qualifications (e.g., township/multi-township assessors).
 - e. Nominating petition signature sheets or Certificate of Nomination by party caucus;

NOTE: Certificate of Officers Authorized to Fill Vacancies (new party filings only). A new political party petition must have attached thereto a certificate (SBE Form P-8C) stating the names and addresses of the party officers authorized to fill vacancies in

nomination. Failure to file the certificate will not invalidate the petitions but will preclude the new party from being able to fill any vacancy that may occur. [See Peoples Independent Party v. Petroff, 191 Ill. App 3d 706, 138 Ill. Dec. 915, 548 N.E. 2d 145 (5th Dist. 1989)]

5. Election laws prescribe the forms to be submitted in seeking nomination to office. The State Board of Elections has prepared **suggested** forms for petitions, statements of candidacy, etc. See listing and forms beginning on page 64. The official SBE form number to be used is included under each office listed elsewhere in this guide. Forms are **not** available from the offices of the State Board of Elections. Local officials are advised to contact their local election authority (county clerk, board of election commissioners) regarding the availability of forms. Forms are also available for purchase from election supply companies.
6. A candidate's nomination papers may be challenged by the filing of an objection. The deadline for filing objections is five business days after the last day of the filing period. Objections to all nominating papers are heard by the proper electoral board as designated in the Election Code and decisions of the electoral board are subject to judicial review. [10 ILCS 5/10-8 through 10-10.1] See page 59.
7. Petitions may be filed by mail or in person by either the candidate or a representative of the candidate.
 - a. Information on where to file is included under each office as listed elsewhere in this guide.
 - b. Filings must be made within the appropriate filing period; page "iv."
 - c. Filings made by mail must be received no earlier than the opening of the office on the first day of the appropriate filing period and no later than 5:00 p.m. on the last day of that filing period.
 - d. Petitions filed by mail and received after midnight on the first day for filing and in the first mail delivery or pickup of a filing day shall be deemed as filed at 8:00 a.m. of that day or as of the normal opening hour of such day, as the case may be. [10 ILCS 5/7-12(6), 10-6.2]
8. Ballot position is determined as follows: 1) On the first day of filing, petitions filed by persons waiting in line as of the normal opening hour of the office involved shall be deemed filed simultaneously with petitions received in the first mail delivery or pickup of that day. A lottery is held for simultaneous filings to break any tie within nine days following the last day for petition filing. 2) Ballot position for all subsequent filings is determined by time and date [10 ILCS 5/7-12, 10-6.2; 105 ILCS 5/9-11.1, 9-11.2]
9. A candidate for whom nomination papers have been filed as a partisan candidate at a Consolidated Primary Election, and who is defeated for

his/her nomination at the Consolidated Primary Election, **is ineligible** for nomination as a candidate of another political party or as an independent candidate and **is prohibited** from filing a declaration of intent to be a write-in candidate for that Consolidated Election.

A candidate seeking election to an office for which candidates of a political party are nominated by caucus who is a participant in the caucus and who is defeated for his/her nomination at such caucus, **is ineligible** for nomination as a candidate of another political party or as an independent candidate, new party candidate and **is ineligible** from filing a declaration of intent to be a write-in candidate for that Consolidated Election.
[10 ILCS 5/17-16.1, 7-61, 10-3, 18-9.1]

Nonpartisan candidates for municipal office who are defeated at the Consolidated Primary are **ineligible** to file a declaration of intent to be a write-in candidate for the Consolidated Election.
[10 ILCS 5/17-16.1, 18-9.1]

B. NOMINATING PETITION SHEETS

1. Petition Sheet Heading

- a. The top portion (heading) of the nominating petition pages which include information relative to the election, the candidate, the office and political party, as applicable, must be completed prior to the circulation of the petition sheet.
- b. The candidate's name should appear on the petition pages as indicated on the Statement of Candidacy. The candidate's given name or names, initial or initials, nickname by which the candidate is commonly known, or a combination thereof, may be used in addition to the candidate's surname. The State Board of Elections will certify each candidate's name as it appears on the first numbered page of the petition. Other filing officers may refer to other documents such as the Statement of Candidacy when determining the actual name to be certified. No other designation such as a **"POLITICAL SLOGAN"**, title, degree or professional status, or similar information may be used in connection with the candidate's surname. [10 ILCS 5/7-10.2, 7-17(b), 10-5.1, 16-3(e)]

A **"POLITICAL SLOGAN"** is defined as any word or words expressing or connoting a position, opinion or belief that the candidate may espouse, including but not limited to any word or words conveying any meaning other than that of the personal identity of the candidate. A candidate may not use a **"POLITICAL SLOGAN"** as part of his or her name on the ballot, notwithstanding that the political slogan may be part of the candidate's name.
[10 ILCS 5/7-17 (b)]

NOTE: The State Board of Elections, a local election official or an election authority shall not certify to any election authority any candidate name designation that is inconsistent with this statutory reference. [10 ILCS 5/7-17(c), 16-3(f)]

NOTE: If a candidate has changed his or her name, whether by a statutory or common law procedure in Illinois or any other jurisdiction, within 3 years before the last day for filing the petition or certificate for that office, whichever is applicable, then (i) the candidate's name on the petition or certificate must be followed by "formerly known as (list all prior names during the 3-year period) until name changed on (list date of each such name change)" and (ii) the petition or certificate must be accompanied by the candidate's affidavit stating the candidate's previous names during the period specified in (i) and the date or dates each of those names was changed; failure to meet these requirements shall be grounds for denying certification of the candidate's name for the ballot or removing the candidate's name from the ballot, as appropriate, but these requirements do not apply to name changes resulting from adoption to assume an adoptive parent's or parents' surname, marriage to assume a spouse's surname, or dissolution of marriage or declaration of invalidity of marriage to assume a former surname.

[10 ILCS 5/7-10.2, 7-17, 8-8.1, 10-5.1 and 16.3]

- c. The name of more than one candidate of the same political party for a group office or for different offices of the same political subdivision may appear on the same petition. However, each candidate must submit his or her individual Statement of Candidacy, receipt for the filing of the Statement of Economic Interests and the optional Loyalty Oath. In the case of a new political party a complete slate of candidates for each office to be elected must be submitted.
[10 ILCS 5/7-10, 10-2, 10-5]
- d. Each petition signature page must contain precisely the same information in the heading. [10 ILCS 5/7-10, 10-4]
- e. Petition sheets which are filed with the proper local election officials, election authorities or the State Board of Elections shall be the original sheets which have been signed by the voters and by the circulator thereof, and not photocopies or duplicates of such sheets. [10 ILCS 5/7-10, 10-4]

2. Petition Circulator

- a. A petition circulator must be 18 years of age or older and a citizen of the United States. The circulator must personally witness all signatures given and sign the certificate required stating that all signatures were taken in his or her presence. No one may be considered a circulator of any petition page except the person who signs its certificate.
[10 ILCS 5/7-10, 10-4]
- b. Petition sheets must not be circulated more than 90 days preceding the last day for the filing of the petitions. The circulator's statement on a candidate's petition must specify either the dates on which the sheets were circulated, the first and last dates on which the sheet was circulated or that none of the signatures on the sheet were signed more than 90 days preceding that last day for filing of the petitions. See page "iv" for additional filing date information.
[10 ILCS 5/7-10, 10-4]
 - 1) Petitions circulated for established political party candidates and nonpartisan candidates who are required to file for the February 26 Consolidated Primary Election may be circulated starting August 28, 2012, for the filing period November 19-26, 2012.
 - 2) Petitions circulated for independent candidates, new political party candidates and nonpartisan candidates who are required to file for the April 9 Consolidated Election may be circulated starting September 25, 2012, for the filing period December 17-24, 2012.
- c. A petition circulator may not circulate for more than one political party. [10 ILCS 5/10-4]
- d. A petition circulator may not circulate for an independent candidate or candidates in addition to candidates for an established political party. [10 ILCS 5/10-4]
- e. A petition circulator may not circulate for more than one new political party. [10 ILCS 5/10-4]
- f. A petition circulator may not circulate for an independent candidate or candidates in addition to candidates for a new political party.
[10 ILCS 5/10-4]

- g. A petition circulator may not circulate for more than one independent candidate or nonpartisan candidate for each office to be elected. [10 ILCS 5/10-4]
- h. A petition circulator must witness all signatures on each sheet he circulates and signs as circulator. [10 ILCS 5/7-10, 10-4]
- i. A petition circulator must complete and sign the statement at the bottom of each sheet certifying that the signatures on that sheet were signed in his presence and are genuine and that to the best of his knowledge the persons so signing were duly registered voters of the political subdivision or district at the time of signing for which the candidate or candidates shall be nominated and that their respective residences are correctly stated therein. This statement shall be sworn to and signed before some officer authorized to administer oaths in Illinois. [10 ILCS 5/7-10, 8-8, 10-4]
- j. Petition circulators shall indicate on such petition their residence address, written or printed, including the street address or rural route number of the circulator, as well as the circulator's city, village, or town. [10 ILCS 5/7-10, 10-4]

3. Petition Signers

- a. A voter may **NOT** sign petitions for candidates of more than one political party for the same primary election. [10 ILCS 5/7-10] If a voter does not sign a political party petition, he may sign one independent candidate's petition for each office to be elected. No unit of government has nonpartisan and established party candidates. A nonpartisan unit prohibits parties for each office to be elected. The voter may sign the petitions of one established political party for the Consolidated Primary and one new political party for the Consolidated Election. [10 ILCS 5/10-2, 10-3]
- b. A registered voter must sign the petition in his own person. He may not sign for someone else, such as another member of his or her own family. [10 ILCS 5/7-10, 10-4]
- c. A petition signer may change party affiliation from one election to another. *Kusper v. Pontikes*, 414 U.S. 51, 94 S. Ct. 303. (1973); see also *Sperling v. County Officers Electoral Board*, 57 Ill. 2d 81, 309 N.E. 2d 589 (1974).
- d. Petition signers must be registered voters in the political subdivision in which the candidate is seeking nomination or election. [10 ILCS 5/7-10, 10-2, 10-3, 10-4]

- e. Petition signers shall indicate on such petition their residence address, written or printed, including the street address or rural route number, as well as the city, village, or town. The address on the petition must be the signer's voter registration address.
[10 ILCS 5/7-10, 10-4]
- f. Signatures may be struck from the petition by the circulator or the candidate prior to filing in the following manner:
 - 1) The person striking the signature shall initial the petition at the place where the signature is struck.
[10 ILCS 5/7-10, 10-3]
 - 2) The person striking the signature shall sign a certification (SBE Form P-2A); listing the page and line number of each signature struck from the petition. Such certification shall be filed as part of the petition. [10 ILCS 5/7-10, 10-3]
 - 3) The person striking signatures from independent candidate petitions shall also sign an additional certificate (SBE form P-2B) specifying the number of certification pages listing stricken signatures which are attached to the petition and the page numbers indicated on such certification. This additional certificate shall be filed as a part of the petition, shall be numbered consecutively beginning with the number "1", and shall be attached immediately following the last page of voters' signatures and before the certifications of stricken signatures.
[10 ILCS 5/10-3, 10-3.1]

All of the foregoing requirements are necessary to effect a valid striking of any signature. The provisions authorizing the striking of signatures shall not impose criminal liability on any person so authorized to strike signatures which may be fraudulent.
[10 ILCS 5/10-3]

4. Petition Preparations [10 ILCS 5/7-10, 10-4]

- a. The petition signature sheets must be **original** and of uniform size.
- b. The petition sheets shall be neatly fastened together in book form and fastened together at one edge in a secure and suitable manner.
- c. The petition signature sheets (the sheets with the voter's signatures) must be numbered consecutively beginning with the top sheet as number "1."

- d. The following documents are to be attached (preferably on top) to the nominating petitions. The Statement of Candidacy, the receipt for the filing of the Economic Interests Statement and the optional Loyalty Oath are NOT to be numbered.

- 1) Statement of Candidacy;
- 2) Receipt for the filing of the Statement of Economic Interests (the receipt may be filed at any time during the filing period and will not change the initial date and time of filing the petition);
- 3) The Loyalty Oath, which is optional;
- 4) Any certifications related to the striking of signatures shall be attached immediately following the last petition page and numbered consecutively beginning with the number "1."
[10 ILCS 5/7-10, 10-3]
- 5) Any other documentation which may be required to qualify for said office.

IMPORTANT: A new political party petition must include a certificate (SBE Form P-8C) stating the names and addresses of the party officers authorized to fill vacancies in nomination. Failure to file the certificate does not invalidate a petition. However, the party would not be authorized to fill a vacancy in nomination if the certificate is not filed. [10 ILCS 5/10-5 and 10-11] [See *Peoples Independent Party v. Petroff*, 191 Ill. App 3d 706, 138 Ill. Dec. 915, 548 N.E. 2d 145 (5th Dist. 1989)]

- e. A petition when filed shall not be altered or added to. However, the receipt for the filing of an economic interests statement may be filed no later than 5:00 P.M. on the last day of the filing period.
[10 ILCS 5/7-10, 7-12, 10-4, 10-5]

C. STATEMENT OF CANDIDACY [10 ILCS 5/7-10, 10-5]

1. Each candidate, whether he is an individual candidate or his name appears on a group petition or certificate of nomination, must complete and file a Statement of Candidacy. The Statement of Candidacy shall set out the name of the candidate as it will appear on the ballot; the address of the candidate; the office for which he is a candidate; political party designation, if applicable; and a statement(s) that he is qualified for the office specified. See each office in the guide for the correct SBE Statement of Candidacy form. **THIS STATEMENT MUST ACCOMPANY THE NOMINATION PAPERS.**
2. In the designation of the name of a candidate on a petition for nomination or certificate of nomination, the candidate's given name or names, initial or

initials, a nickname by which the candidate is commonly known, or a combination thereof, may be used in addition to the candidate's surname. The State Board of Elections will certify each candidate's name as it appears on the first numbered page of the petition. Other filing officers may refer to other documents such as the Statement of Candidacy when determining the actual name to be certified. No other designation such as a **"POLITICAL SLOGAN"**, title, degree or professional status, or similar information may be used in connection with the candidate's surname. [10 ILCS 5/7-10.2, 7-17(b), 10-5.1, 16-3(e)]

NOTE: If a candidate has changed his or her name, whether by a statutory or common law procedure in Illinois or any other jurisdiction, within 3 years before the last day for filing the petition or certificate for that office, whichever is applicable, then (i) the candidate's name on the petition or certificate must be followed by "formerly known as (list all prior names during the 3-year period) until name changed on (list date of each such name change)" and (ii) the petition or certificate must be accompanied by the candidate's affidavit stating the candidate's previous names during the period specified in (i) and the date or dates each of those names was changed; failure to meet these requirements shall be grounds for denying certification of the candidate's name for the ballot or removing the candidate's name from the ballot, as appropriate, but these requirements do not apply to name changes resulting from adoption to assume an adoptive parent's or parents' surname, marriage to assume a spouse's surname, or dissolution of marriage or declaration of invalidity of marriage to assume a former surname. [10 ILCS 5/7-10.2, 7-17, 8-8.1, 10-5.1, 16.3]

3. The candidate must swear to and sign the Statement of Candidacy and the statement must be notarized.

D. STATEMENT OF ECONOMIC INTERESTS - RECEIPT

1. A Statement of Economic Interests must be filed by every candidate for local office. The statement is filed with the county clerk of the county in which the principal office of the unit of local government for which the person is a candidate is located.

If it is not apparent which county the principal office of a unit of local government is located, the chief administrative officer, or his designee, has the authority to determine what county in which the principal office is located. [5 ILCS 420/4A-106]

2. The receipt for the filing of the statement, or a copy thereof, must be filed with the election official who receives the nominating petitions. [10 ILCS 5/7-10 and 10-5]

3. The statement must be filed during the calendar year in which the nominating petitions are filed. While the receipt need not accompany the nominating petitions at the time of filing, it must be filed no later than 5:00 P.M. on the last day for filing the petitions. Filing the receipt by the last day of the filing period will not change the initial date and time of filing the nominating petitions. [10 ILCS 5/10-5]
4. Statements of Economic Interests forms may be obtained from the Secretary of State or the office of the County Clerk.
5. A Statement of Economic Interests filed for a different office may not be acceptable. If in doubt, consult with your county clerk or the Index Division of the Secretary of State, 111 E. Monroe Street, Springfield, Illinois 62756. (Telephone 217/782-7017)

E. LOYALTY OATH (Optional)

The filing of the Loyalty Oath is optional. The following court cases have held that the requirement for filing the Loyalty Oath is unconstitutional: *Communist Party of Indiana v. Witcomb*, 94 S. Ct. 656 414 U.S. 441 (1974); *Communist Party of Illinois v. Ogilvie*, 357 F. Supp. 105 (N.D. Ill. 1972) and *Socialist Workers Party v. Ogilvie*, 357 F. Supp. 109 (N.D. Ill. 1972)

F. CAMPAIGN DISCLOSURE - NOTICE OF OBLIGATION

The official with whom nomination papers are filed, must provide to each candidate at the time he files his nomination papers a notice of obligation to comply with the Illinois Campaign Financing Act. However, if a candidate files his nomination papers by mail, or an agent of the candidate files his nomination papers, the clerk or secretary with whom the petitions were filed will send the notice to the candidate by first class mail. The notice shall briefly outline who is required to file under the campaign disclosure law and the penalties for failure to file. Forms may also be downloaded from the State Board's website: www.elections.il.gov.

[10 ILCS 5/7-12.7, 9-16, 10-6.1; 60 ILCS 1/45-35]

G. IMPROPER USE OF PUBLIC FUNDS

No public funds shall be used to urge any elector to vote for or against any candidate or proposition, or be appropriated for political or campaign purposes to any candidate or political organization. This provision, however, shall not prohibit the use of public funds for dissemination of factual information relative to any proposition appearing on an election ballot, or for dissemination of information and arguments published and distributed pursuant to law in connection with a proposition to amend the Constitution of the State of Illinois. [10 ILCS 5/9-25.1]

H. FAIR CAMPAIGN PRACTICES ACT

Candidates and committees are urged to abide by the provisions for campaigning outlined in the Fair Campaign Practices Act. This is a voluntary statement made and filed prior to an election, vowing that the candidate making the statement will conduct a positive, rather than a negative campaign. If a candidate or committee chooses to make such a statement, it shall be filed with the county clerk if the candidate is a local candidate or committee. [10 ILCS 5/29B et.seq.]

Illinois State Board of Elections Contact Information

Email the State Board Of Elections at: webmaster@elections.il.gov

The State Board of Elections is an independent state agency that was provided for by the 1970 Illinois Constitution to supervise the registration of voters and the administration of elections throughout the state. Created by the Illinois General Assembly in 1973, the Board's purpose is to serve as the central authority for all Illinois election law, information and procedures in Illinois. The state funded portion of the State Board of Elections' budget is \$13.4 million for FY 2012 with an authorized headcount of 77.

Board Functions

Board Members

Frequently Asked Questions

Springfield Office
2329 S. MacArthur Blvd.
Springfield, IL 62704
Office Hours: Monday-Friday 8:00am-4:30p.m.
Phone: 217-782-4141
Fax: 217-782-5959

Chicago Office
100 W. Randolph, Suite 14-100
Chicago, IL 60601
Office Hours: Monday-Friday 8:00am-4:30p.m.
Phone: 312-814-6440
Fax: 312-814-6485

Freedom of Information Act Officer: [Bernadette Harrington](#)

To file a Freedom of Information Request please contact Bernadette Harrington at bharrington@elections.il.gov.

To save time please direct questions to the appropriate division:

[Administrative Services](#)
[Campaign Disclosure](#)
[Election Information](#)
[Election Training and Resource Development](#)

[Information Technology](#)
[Office of the Executive Director](#)
[Office of the General Counsel](#)
[Voter Registration Services](#)
[Voting Systems and Standards](#)

Statement of Economic Interests to be Filed with the County Clerk

Your Name Was Submitted For Filing by an Entity That You Represent

(Type or Print)

Name:

Each Office or Position of Employment for which this Statement is Filed:

Full Post Office Address:

GENERAL DIRECTIONS

The interest (if constructively controlled by the person making the statement) of a spouse or any other party shall be considered to be the same as the interest of the person making the statement. Campaign receipts shall not be included in this statement. **If more space is needed, please attach supplemental listing.**

1. List the name and instrument of ownership in any entity doing business with a unit of local government in relation to which the person is required to file, in which the ownership interest held by the person at the date of filing is in excess of \$5,000 fair market value, or from which dividends in excess of \$1,200 were received during the preceding calendar year: (In the case of real estate, location thereof shall be listed by the street address, or if none, then by legal description.) No time or demand deposit in a financial institution, nor any debt instrument shall be listed.

Business Entity	Instrument of Ownership	Position of Management

2. List the name, address and type of practice of any professional organization in which the person making the statement was an officer, director, associate, partner or proprietor, or served in any advisory capacity, from which income in excess of \$1,200 was derived during the preceding calendar year:

Name	Address	Type of Practice

3. List the nature of professional services rendered (other than to the unit or units of local government in relation to which the person is required to file) to each entity from which income exceeding \$5,000 was received for professional services rendered during the preceding calendar year by the person making the statement:

COMPLETE BUT DO NOT DETACH

This section will be returned to you when the Statement is filed with the County Clerk.

Office or Position of Employment for which this statement is filed

(Type or Print)

Name

Address

City/State/ZIP Code

Receipt is hereby acknowledged of your Statement of Economic Interests, filed pursuant to the Illinois Governmental Ethics Act. The Statement was filed on this date:

4. List the identity (including address or legal description of real estate) of any capital asset from which a capital gain of \$5,000 or more was realized during the preceding calendar year:

5. List the name of any entity and the nature of the governmental action requested by any entity that has applied to a unit of local government in relation to which the person must file for any license, franchise or permit for annexation, zoning or rezoning of real estate during the preceding calendar year, if the ownership interest of the person filing is in excess of \$5,000 fair market value at the time of filing, or if income or dividends in excess of \$1,200 were received by the person filing from the entity during the preceding calendar year:

6. List the name of any entity doing business with a unit of local government in relation to which the person is required to file, from which income in excess of \$1,200 was derived during the preceding calendar year other than for professional services and the title or description of any position held in that entity: (No time or demand deposit in a financial institution nor any debt instrument need be listed.)

7. List the name of any unit of government that employed the person making the statement during the preceding calendar year, other than the unit or units of government in relation to which the person is required to file:

8. List the name of any entity from which a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500, was received during the preceding calendar year:

VERIFICATION

I declare that this Statement of Economic Interests (including any accompanying schedules and statements) has been examined by me and to the best of my knowledge and belief is a true, correct and complete statement of my economic interests as required by the Illinois Governmental Ethics Act. I understand that the penalty for willfully filing a false or incomplete statement shall be a fine not to exceed \$1,000, or imprisonment in a penal institution other than the penitentiary not to exceed one year, or both fine and imprisonment.

Signature of Person Making Statement

Date

DO NOT DETACH
(WILL BE RETURNED AS YOUR RECEIPT)